

**SHREWSBURY'S ELECTRIC LIGHT PLANT  
&  
SHREWSBURY'S COMMUNITY CABLEVISION**

**COMMISSION MEETING**

**September 16, 2002 – 7:00 PM**

**MINUTES**

**PRESENT: C. JEFFERSON, Jr., Chairman  
J. TOMAIOLO  
A. TRIPPI  
R. LUTZ**

**ABSENT: S. DAVIS**

**OTHERS**

**PRESENT: T. JOSIE**

**1. Approve Bill Schedules**

The bill schedules and abatements were reviewed and approved as written.

**2. Minutes – Light Commission Meeting – June 24, 2002**

***A motion:***

***To approve the minutes of the June 24, 2002 Light Commission meeting was made by A. Trippi and seconded by J. Tomaiolo.***

***Without further discussion, the minutes were accepted as presented.***

### **3. CATV Refranchise Proposal – Policy Discussion**

In preparing for SCC's Franchise renewal, due March 1, 2003, T. Josie stated that it is his recommendation that SCC's Franchise renewal document resemble documents more like the industry standard. This would be of significant benefit to the Town if, for example, some day another cable operator chooses to overbuild or buy out the CATV system. The more SCC gives the Town, that is documented in the Franchise, the more the Town would benefit in the event of an overbuild or system sale because the Town's Issuing Authority would most likely issue the same Franchise to the overbuilder/system buyer.

T. Josie reviewed significant issues to be included in the CATV franchise renewal and the proposed schedule.

### **4. Key Accounts Program**

T. Josie explained that the Key Accounts Program is a program that targets dealing with SELP's largest customers on a routine planned basis. It's the gathering of information, i.e. load growth, large customers moving out of town, synergies that are not known now but SELP can benefit from in the future, etc. Most of the utilities have Commercial Industrial Representatives (C&I representatives) in-house/on staff. The C&I deals with both existing and new large-user customers.

At present, SELP does not have a C&I representative on staff and the Marketing Manager does not have the time to undertake this program. It is T. Josie's opinion that there is a need for SELP to take a look at a Key Accounts Program to improve communications with SELP's largest customers. He recommended that SELP hire Zins & Associates to establish a Key Accounts Program. The estimated cost for the first year is \$27,750.

After further discussion, the Light Commission agreed that SELP would hire Zins & Associates to establish a Key Accounts Program and try out the program for one year, reviewing the results after the one year.

### **5. CATV Rate Review – Policy Discussion**

T. Josie asked the Light Commission "Should SCC set CATV rates so that the traditional video service results in a positive cash flow? Or, Should SCC set rates so that the combined CATV video business and Internet services result in a positive cash flow?" SCC's last rate increase was in June 2001.

After further discussion and review of the spreadsheets, the General Manager said that it is his opinion that SCC can and should increase rates. He will return to the next Light Commission meeting with a more concrete proposal for a rate increase.

**6. August Cash Statements**

**a. Light**

After reviewing the Light cash statements and following a brief discussion, the Light August 2002 Cash Statements were accepted as presented.

**b. CATV**

After reviewing the CATV cash statements and following a brief discussion, the CATV August 2002 Cash Statements were accepted as presented.

**7. Remote Meter Reading Project**

T. Josie reported that SELP's project to provide for automated meter reading via the cable system is anticipated to be in place before the end of 2004.

**8. SPAC Request Budget Change**

SPAC has two additional items/costs not previously budgeted – a camera upgrade in the Selectmen's Room of \$40,000 (originally budgeted at \$24,000) and promotional items (bags and magnets) at a cost of \$2,100 to be used to help inform people of SPAC's name change (Shrewsbury Media Connection.)

At present, SPAC has approximately \$125,000 in its Capital Depreciation Account and proposed taking funds from this account to cover the camera cost and the promotional items will be covered under the Miscellaneous Operating Account.

T. Josie added that SPAC has the money to cover the additional expenses. He has no issue with SPAC as long as they are within their budget.

**9. Summer Electric Load**

T. Josie reported that the peak was in August, 6.65% over last year's peak which is a significant increase. SELP had enough energy to meet the demand.

No operating problems were experienced during the summer period.

## 10. **Operating Brief - Review**

- **Rolfe Ave. Substation**

The substation is basically complete, and everything has been phased in. Minor issues remain before energizing. The project came in right on budget.

- **State St. Bank**

State St. Bank has been energized and phased in with Mass Electric.

- **New England Cable News (NECN)**

SCC has added NECN to its line-up and is investigating alternate technology to record the Worcester news, aired at 5:30pm, and replay it at other times during the evening.

- **New England Sports Network (NESN)**

NESN notified SCC that the price is going up (\$1.00 per subscriber per month) because they will be offering more Red Sox and Bruins games next year. In protesting the increase, T. Josie argued that 70% of SCC's audience does not watch either the Red Sox or Bruins and therefore should not be penalized.

Negotiations continue.

- **Light Pole Fixture Options - Inquiry**

Robert Cole, a local Shrewsbury developer, inquired as to the procedure of developers obtaining colonial light/pole fixtures for their customers. T. Josie told him that he would bring the issue before the Light Commission for discussion and decision.

The next Light Commission is scheduled for Monday, October 21, 2002.

*A motion,*

*To adjourn the meeting was made by A. Trippi and seconded by C. Jefferson, Jr.*

*After no further discussion, the motion was carried unanimously.*

Respectfully submitted,

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Robert F. Lutz, Clerk  
Shrewsbury's Light Commission